

**MINUTES OF THE JONESTOWN BOARD OF ADJUSTMENTS & APPEALS MEETING  
HELD AUGUST 30, 2021, 5:30 P.M., AT THE CITY COUNCIL CHAMBER, 18649 FM  
1431, SUITE 3A, JONESTOWN, TEXAS.**

Sara Jane Cantwell (Place 1) Robert L. Rogers, Vice Chair (Place 2)	Jim Etherton, (Place 3) Henry Mayes (Place 4) Paul Dertien (Place 5)	Kara Trissel (Alternate 1) Jona TenEyck (Alternate 2)
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**A. ITEMS OPENING MEETING:**

**1. CALL TO ORDER**

**CHAIRMAN**

Chair Rogers called the meeting to order at 5:33 p.m.

**2. ROLL CALL**

**SECRETARY**

Present: Chair Rogers, Members Etherton, Cantwell, and Dertien Absent: Vice Chair Mayes, Members TenEyck and Trissell

Staff Present: City Administrator Jones, Development Services Director Jolly, City Attorney Montgomery, Building Official Ubelhor, Building Technician Bayless

**3. APPROVAL OF MINUTES**

July 26, 2021 meeting

A motion was made by Board Member Cantwell and seconded by Board Member Etherton to approve the minutes of the July 26, 2021 meeting. The motion passed unanimously.

**GENERAL BUSINESS:**

**OLD BUSINESS:**

- 4. Consider, discuss, and take any action necessary on a request for a variance from the Jonestown Code of Ordinances, Chapter 14 Zoning, Sec. 14.02.061 (h) (1) and (3), by Don and Gina Byers for width and slope of a driveway located at 11006 West Lake Terrace (Lot 469A Jonestown Hills Amended Plat of Lots 469 and 471), Jonestown, TX. (public hearing held on July 26, 2021, and action postponed to this meeting)**

At the July 26, 2021, meeting, the Board postponed action on this request until the August meeting to allow the property owner and city staff to find a compromise or resolution to issues with the slope and width of the driveway constructed without a city permit. City Building Official Ubelhor responded to Board members' questions and noted the driveway has been inspected and staff determined drainage and erosion concerns have been remedied. Ubelhor confirmed the property owner has paid double permit fees in accordance with the city building regulations regarding construction without a permit. Board member Etherton motioned to approve the variance request to allow a 22-ft. entrance and 15-ft. entrance for the circular driveway located at 11006 West Lake Terrace,

Jonestown, TX. The motion was seconded by Board member Cantrell, and the motion passed unanimously.

#### **NEW BUSINESS:**

5. **a. PUBLIC HEARING on a request by Jon Ubelhor, Building Official, City of Jonestown to consider the evidence of the violation of Ordinance Chapter 3, Article 3.03 Substandard Building Regulations, Sec. 3.03.034 (1-4) and Sec. 3.03.035, for ordering the repair, removal, securing, vacation, and/or demolition of the building or structures located at 18304 East Lake Terrace Drive, Lot 361 Retirement Village No. 3, Jonestown, TX 78645, owner of record for said property being STL Renaissance Properties, LLC, 16238 N Ranch Road 620 F 342, Austin, TX, 78717.**

Michael Cantrell attended the public hearing to represent STL Renaissance, LTD, to request a 30-day extension to secure and make improvements to the structure. Building Official Ubelhor described the extent of damage to the structure from several years of disrepair and provided a timeline of owners' lack of response to certified letters from City Code Enforcement.

- b. Consideration and possible action on the above request by Jon Ubelhor, Building Official, City of Jonestown to consider the evidence of the violation of Ordinance Chapter 3, Article 3.03 Substandard Building Regulations, Sec. 3.03.034 (1-4) and Sec. 3.03.035, for ordering the repair, removal, securing, vacation, and/or demolition of the building or structures located at 18304 Lake Terrace Drive, Lot 361 Retirement Village No. 3, Jonestown, TX 78645, owner of record for said property being STL Renaissance Properties, LLC, 16238 N Ranch Road 620 F 342, Austin, TX, 78717.**

Board members discussed the condition of the property and structure, safety concerns and lack of communication from the owners/lien holders, asking for additional information from Mr. Cantrell and Building Official Ubelhor. City Attorney Montgomery recommended a 30-day continuance to notify all lienholders. Board member Cantrell motioned for a 30-day continuance, for the next meeting to be scheduled for Monday, September 27, 2021, at 4:00 p.m. at Jonestown City Hall. Board member Dertien seconded the motion, and the motion passed unanimously.

City Attorney Montgomery requested the property owners bring a scope of work to repair the home to a safe condition, including costs and time to complete, to the next meeting and allow the City Building Official access to observe the damages and review the scope of work. Mr. Cantrell was instructed to provide the lien holders' contact information to City staff and meet with the City Building Official to schedule an inspection of the home.

#### **6. ADJOURNMENT**

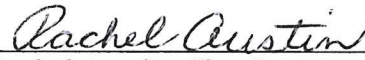
A motion was made by Board member Cantwell and seconded by Board member Etherton to adjourn. Motion passed unanimously. Chair Rogers adjourned the meeting at 6:30 p.m.

**PASSED AND APPROVED AT A MEETING HELD ON SEPTEMBER 27, 2021.**



Robert Rogers, Chair

ATTEST:



Rachel Austin, City Secretary



**FINDINGS OF THE BOARD OF ADJUSTMENTS  
CITY OF JONESTOWN**

Date of Meeting: August 30, 2021

**Agenda Item Number:** 1. Don and Gina Byers for the property located at 11006 West Lake Terrace Drive, Jonestown, Texas, Lot 469A, Jonestown Hills Amended Plat of Lots 469 and 471.

**Type:**      X   Variance              Appeal              Reconsideration

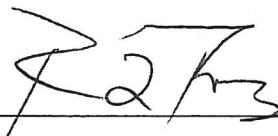
**Description:** A variance from the Jonestown Code of Ordinances, Chapter 14 Zoning Code, Section 14.02.061(h)(1) and (3), to allow a 22-ft. entrance and 15-ft. entrance for the circular driveway at 11006 West Lake Terrace.

**Findings:** The Board found sufficient evidence was presented to support a cause of hardship on the applicant if a variance was not granted.

**Support for Finding:** Board members reviewed evidence provided by the applicant and determined drainage and erosion issues met the hardship necessary for this variance request.

**Motion and Second:** Motion was made by Etherton to approve the request for a variance to allow a 22-ft. entrance and 15-ft. entrance for the circular driveway. Motion was seconded by Cantrell.

**Vote:** Rogers -Yes  
Etherton-Yes  
Cantwell - Yes  
Dertien - Yes

  
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Chairman

  
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Vice-Chairman